

STATE OF MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS
FOR THE DEPARTMENT OF COMMERCE

In the Matter of RM Zappa Construction,
Inc., doing business as Universal Homes

PREHEARING ORDER

A prehearing conference was held on December 4, 2003, at the Office of Administrative Hearings, 100 Washington Avenue South, Suite 1700, Minneapolis, MN 55401. Francis Green III, Assistant Attorney General, 445 Minnesota Street, Suite 900, St. Paul, MN 55101-2127, appeared on behalf of the Department of Commerce. Robert M. Zappa, 6241 Dallas Court, Maple Grove, MN 55311, appeared on behalf of RM Zappa Construction, Inc., doing business as Universal Homes.

IT IS HEREBY ORDERED:

1. The parties have agreed to promptly exchange any documents that are requested.
2. This matter is scheduled for hearing on **February 25, 2004**, commencing at **9:30 a.m.** at the Office of Administrative Hearings, 100 Washington Avenue South, Suite 1700, Minneapolis, MN 55401.
3. The parties shall exchange proposed written exhibits and witness lists, and file an index of exhibits and a copy of the witness list with this office by **February 18, 2004**. To the extent possible, the parties shall enter into prehearing stipulations regarding the facts involved in the hearing and foundation for anticipated exhibits.
4. In the event that either side requests a court reporter, notice shall be given to the Office of Administrative Hearings no later than **February 18, 2004**.
5. Requests for subpoenas for the attendance of witnesses or the production of documents shall be made in writing to the administrative law judge pursuant to Minn. R. 1400.7000. A copy of the subpoena request shall be served on the other parties. A subpoena request form is available at www.oah.state.mn.us.
6. The parties have not requested accommodation for a disability or appointment of an interpreter. The Office of Administrative Hearings shall be notified promptly if either an accommodation or interpreter is needed.

7. This case may be appropriate for mediation. The parties are encouraged to promptly consider requesting the Chief Administrative Law Judge to assign a mediator so that mediation can be scheduled promptly.

Dated this 5th day of December 2003.

S/ Beverly Jones Heydinger

BEVERLY JONES HEYDINGER

Administrative Law Judge